



CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 01/04/00

AGENDA ITEM 3

WORK SESSION ITEM

TO: Mayor and City Council

FROM: City Clerk

SUBJECT: Resignation of Jeff Schaffer from the Downtown Business Improvement Area Advisory Board

RECOMMENDATION:

It is recommended that Council accept the resignation of Jeff Schaffer from the Downtown Business Improvement Area Advisory Board.


BACKGROUND:

Mr. Schaffer was appointed to the Downtown Business Improvement Area Advisory Board on October 7, 1997. His term expires on June 30, 2001. Attached is Mr. Schaffer's letter of resignation dated November 2, 1999.

Prepared by:


Angelina Reyes, City Clerk

Approved by:


Jesús Armas, City Manager

attachment

DOWNTOWN UNOCAL

898 A STREET
HAYWARD CA 94541

Phone 925-516-1667

RECEIVED

November 02, 1999

NOV - 3 1999

REDEVELOPMENT AGENCY

Greg Ptucha
777 B Street
Hayward C.A.

DEC 14 AM 10:42 CLK

Dear Greg,

This Is To Inform You That I Have Sold My Business and Will Resign My Position On The Downtown Hayward Business Improvement Area Advisory Board. Thank You For Letting Me Be A Part Of The B.I.A.

Sincerely,



JEFF SCHAFER
2439 PISMO COURT
BYRON C.A. 94514

DRAFT

DM 12-28-99

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

**RESOLUTION ACCEPTING WRITTEN RESIGNATION OF
JEFF SCHAFER AS A MEMBER OF THE DOWNTOWN
BUSINESS IMPROVEMENT AREA ADVISORY BOARD**

WHEREAS, Jeff Schaffer, submitted a letter of resignation from the Downtown Business Improvement Area Advisory Board, dated November 2, 1999, informing of the sale of his business and is no longer available to serve on the Board.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the Council hereby accepts the resignation and commends Jeff Schaffer for his civic service to the City.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2000

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward